

**Application for a License to Conduct a:** (check only one)  Food Service Operation  
 Retail Food Establishment

**Instructions:**

1. Complete the applicable section. (Make any corrections if necessary.)
2. Sign and date the application.
3. Make a check or money order payable to:
4. Return check and signed application by\*: 03/01/

to: Fairfield Department of Health  
 1550 Sheridan Drive, Suite 100  
 Lancaster, Ohio 43130

\* There is a mandatory penalty fee of 25% of the renewal fee operating a food service operation or retail food establishment after the deadline (Chapter 3717 of the Ohio Revised Code).

Before license application can be processed the application must be completed and the indicated fee submitted. Failure to complete this application and remit the proper fee will result in not issuing/renewing a license. This action is governed by Ohio Revised Code 3717.

Name of Facility		Name of License Holder	
Address		Email	
City		State	Zip
Phone #	Fax #	Check if applicable <input type="checkbox"/> Catering <input type="checkbox"/> Seasonal	
Name of individual certified in food protection (if any) and their certificate number (use back for additional names)			

**Mailing address for annual renewal if different than above:**

Name of parent company or owner		Phone #	
Address		Email	
City		State	Zip
I hereby certify that I am the license holder, or the authorized representative, of the food service operation or retail food establishment indicated above:			
Signature		Date	

**Licenser to complete below**

Category MOBILE			
License fee	+ Late fee	+ State amount	= Total amount due

Application approved for license and certified as required by Chapter 3717 of the Ohio Revised Code.

By	Date	Audit no.	License no.
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Mobile Food Facility Name:  
Address:

Phone number:

Menu      Equipment Model Numbers      Facility Drawing/Layout:

Limitations/Restrictions:

Updated: \_\_\_\_\_



Dear Mobile Food Service Operator:

Enclosed is a checklist that inspectors will be utilizing during mobile licensing inspections beginning March 1, 2009. It is difficult to perform a thorough inspection when mobile units are not clean, do not contain all the needed supplies or equipment. We will now be requiring mobile units to be completely set up, electric and water hooked up, hot water heater on, all refrigerators and freezers on and at temperature, and **all** equipment in place. The unit must be set up so that you could immediately begin preparing and serving food after the inspector leaves. If the mobile unit is not completely ready for inspection, the inspector **will not** issue the license and a re-inspection will need to be scheduled.

**Mobile food operators must comply with the entire Ohio Uniform Food Code.** Use the enclosed check list as a guide to ensure that your mobile is ready for inspection prior to scheduling that inspection. Please plan accordingly and schedule your licensing inspection a few weeks or more prior to your first event.

All mobiles, including tear-down mobiles and push carts must have a hand wash sink with hot and cold running water. A three compartment dish washing sink with adequate sized compartments must be provided or you will need to obtain a letter from a licensed commercial food service operation or retail food establishment that acknowledges that you use their facility to clean and sanitize your dishes.

The only items that will be allowed to be set up outside of the mobile unit are grills with lids or a table providing customer self-service items (condiments, napkins, etc). The condiment table must be protected by a canopy or tent.

Mobile operators need to begin moving towards all commercial equipment in their units. Make and model numbers will be documented and/or photos will be taken of all your equipment. When existing equipment needs to be replaced, you must replace it with commercial grade, NSF equipment. Notify the health department at 1-740-652-2800 with the make and model number of these new items so that your file can be updated.

If you have any questions or are concerned that your mobile does not meet all the requirements of the checklist and the Ohio Uniform Food Code, please call this office at 1-740-652-2800 to discuss the concerns with a food program sanitarian.

Sincerely,

Larry Hanna, RS  
Fairfield Department of Health

## REQUIREMENTS FOR MOBILE FOOD OPERATIONS

- Food grade hose for connection to water supply. Hose must be distinguishable and separate from gray water hose.
- **All mobiles are to be equipped with a backflow prevention device (only ASSE 1012 or ASSE 1024 are acceptable).**
- Hot water tank to supply sufficient quantity of hot water for hand washing and dishwashing.
- Three compartment sink (wash, rinse and sanitize), sanitizer (chlorine, quaternary ammonia, or iodine) and test strips.
- Hair restraints (ball caps or hairnets), single-use gloves.
- No smoking or eating in the mobile unit.
- Hand wash sink equipped with soap, towels, waste receptacle, proper signage, and hot and cold running water.
- All food must be from an approved source. Foods, utensils, linens, etc. must be stored 6 inches off of floor. Foods must be protected from contamination at all times.
- When food is prepared or opened, store in appropriate container, date and label. Store cold foods at 41 degrees or below and use within 7 days.
- All refrigerators must contain thermometers. Maintain temperature of 41 degrees or below.
- Store eggs and raw meats on bottom shelf to prevent possible contamination.
- Hot holdings must to be 135 degrees F or above. Provide a probe type/stem thermometer.
- Floors, walls, ceiling and all equipment and utensils must be kept clean and in good repair.
- Lighting must have protective shielding.
- No smoking signs must be posted at all entrances.
- All CO<sub>2</sub> tanks must be secured.
- Chemicals, cleaners, and personal items must be stored separate from food storage.
- All waste water must be held in a holding tank or a portable sewage dolly (Blue Boy). It must be disposed of in a proper dump station or sanitary sewer.
- **All mobiles are required to have the name of the operation, city of origin and telephone number displayed with individual lettering, measuring at least 3 inches high and one inch wide, on the exterior of the mobile unit.**
- All mobiles must display their original food service operation license.

Fairfield Department of Health  
1550 Sheridan Drive, Suite 100  
Lancaster, Ohio 43130  
(740) 652-2800

## Mobile Checklist

### EQUIPMENT:

- Hand wash sink
- Three compartment sink
- Backflow preventer (only 1012 or 1024 is acceptable)
- Hot water heater turned on and hot water to each sink
- Refrigerators turned on and at 41° F or below (temperature will be taken)
- Freezers turned on and at temperature
- Hot holding units with the ability to hold foods at 135° or above
- Food grade hose for fresh water
- Hose for waste/gray water
- Waste/gray water holding tank or portable blueboy
- Only the equipment observed and approved by the inspector will be drawn onto the license.

### SUPPLIES:

- Hand soap
- Single use disposable towels
- Hand wash signage
- Dish detergent
- Sanitizer (chlorine, quaternary ammonia or iodine)
- Sanitizer test strips
- Hair restraints
- Single-use gloves
- Thermometers in each refrigerator
- Probe thermometer if you do any cooking or holding
- No smoking sign on door

### FACILITIES:

- Proper flooring –smooth, easily cleanable. Pushcarts need to provide rubber mat or other material for operator to stand on.
- Floors, walls, ceiling and all equipment must be clean, well maintained and in good repair.

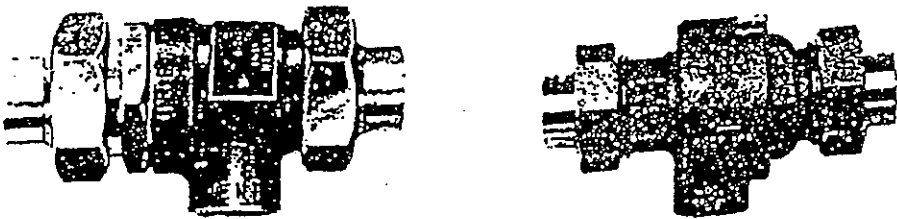
- Pushcarts must have overhead protection (awnings/umbrellas) in place
- Exterior signage in place (Name of operation and city of origin in 3" x 1" lettering plus a phone number)
- Water at hand wash sink -at least 100° F (temperature will be taken)
- Water at 3 compartment sink at least 110°F (temperature will be taken)
- Light shields on all lights
- Every menu item you wish to sell must be listed on the back of the license by the inspector. If it is not listed, you can't sell it!! Check menu for accuracy.
- If on a private well, well must be tested annually and acceptable results received by Fairfield Department of Health
- Supply truck with additional dry, refrigerated, or frozen storage must be available for inspection. Additional facilities will also be drawn on back of license
- Unit must move location at least every 40 days. You may be asked to provide dates and locations of your scheduled events.

### OTHER:

- All foods must be from an approved source
- All food, utensils and equipment must be stored 6" off the floor and protected from contamination
- Store raw/uncooked meats and eggs on bottom shelves to prevent cross contamination
- Once foods are prepared or opened, label and date container and use product within 7 days.
- Chemicals, cleaners and personal items must be stored separate from food and equipment
- Display original food service operation license

### Backflow Preventer with Intermediate Atmospheric Vent

Standard Number: ASSE 1012  
Protection Provided: Backsiphonage and Backpressure  
Hazard Level: Low Hazard Only  
Limitation: Low pressure only  
Vent on device to be in down position with approved air-gap separation at the vent  
Construction: Two independently operating check valves with a vent between the check valves that opens to atmosphere



### Dual Check Valve Type Backflow Preventer

Standard Number: ASSE 1024  
Protection Provided: Backsiphonage and Backpressure  
Hazard Level: Low Hazard Only  
Limitation:  
Construction: Two independently acting check valves

